

MILITARY CHECK IN/OUT
NETPDTC 1000/1 REV MAR 03

PAY CODE: _____

NAME (LAST, FIRST MIDDLE I)	RATE / DEPT-DIV	REPORTING FROM	
DATE REPORTED	DATE DETACHED	TRANSFERRING TO	
OFFICE	BLDG/ROOM	IN	INITIAL ALL OUT
COMMANDING OFFICER	2435/1173		
SECRETARY (ALL PERSONNEL)			
EXECUTIVE OFFICER	2435/1173		
(ALL PERSONNEL)			
DEPARTMENT HEAD – N3	2435/2252		
DIVISION HEAD OFFICE N31	803		
BRANCH LCPO/LPO			
DEPARTMENT KEY CUSTODIAN			
DIVISION ADP CUSTODIAN – MINOR PROPERTY			
E:MAIL/PHONE: 2-1001 Option 1	2434/1362		
ALL PERSONNEL MUST CHK IN/OUT WITH ADMINISTRATIVE SERVICES	2435/1167		
CHAPLAIN OFFICE	853		
COMMAND MASTER CHIEF	2435/1292		
COMMAND CAREER COUNSELOR	2435/1296		
NCC FERGUSON			
E7/E8 WATCHBILL COORDINATOR	2438		
ISCS McDORMAN 452-1501			
PUBLIC AFFAIRS-JOCS GAGNE	2435/2270		
DAPA – ETC(SS) GOBLE – 452-1039	2438		
COMMAND FITNESS COORDINATOR'S	2435/2282		
STGCM NICKEL	2438		
ALL PERSONNEL MUST CHK IN/OUT WITH PROFESSIONAL LIBRARY	2438		
SECURITY – VEHICLE REGISTRATION	802		
CLASSIFIED MATERIAL CONTROL	2435/2104		
MS. RONDA GRAY			
BANK OF AMERICA CARD/	2435/3113		
MS. KENNEDY			
ALL CT'S CHECK IN AT SSO CORRY STATION	NTTC CORRY STATION		
MEDICAL BRANCH CLINIC-(0900-1100)	NTTC CORRY STATION		
DENTAL BRANCH CLINIC	NTTC CORRY STATION		
MILITARY SERVICES OFFICE UPON COMPLETION	2435/1187		
ALL PERSONNEL MUST CHECK IN & OUT WITH URINALYSIS SCREENING COORDINATOR	2438 FTC SHOEMAKE ext 1712 or 2435/269 MAC MASSEY ext 2152		

MAILING ADDRESS UPON TRANSFER PCS/FLEET RESERVE/RETIRE/DISCHARGE:

RETURN THIS FORM TO MILITARY SERVICES OFFICE 5 DAYS AFTER DATE OF REPORT